



BOARD OF HEALTH MEETING MINUTES
Tuesday, March 17, 2020

BOARD MEMBERS:

Georgia Hanigan, Commissioner, Payette County
Nate Marvin, Commissioner, Washington County
Tom Dale, Commissioner, Canyon County (by phone)
Kelly Aberasturi, Commissioner, Owyhee County
Viki Purdy, Commissioner, Adams County
Sam Summers, MD, Physician Representative (Excused)
Bryan Elliott, Commissioner, Gem County

STAFF MEMBERS:

Nikki Zogg, Jaime Aanensen, Doug Doney, Carol Julius, Katrina Williams, Troy Cunningham, Alexis Pickering (phone)

GUESTS: Heather Taylor (by phone)

MEETING CALLED TO ORDER -- CHAIR

Chairman Elliott called the business meeting to order at 10:02 a.m.

REQUEST FOR ADDITIONAL AGENDA ITEMS

Chairman Elliott asked for additional agenda items. No agenda items were added. The presentation by Sheriff Donahue will be rescheduled.

INTRODUCTION OF NEW EMPLOYEES

No new employees were introduced.

REVIEW AND APPROVAL OF 02/25/2020 BOARD MEETING MINUTES

Board members reviewed meeting minutes from February 25, 2020.

MOTION: Commissioner Hanigan made a motion to approve the February 25, 2020 minutes as presented. Commissioner Marvin seconded the motion. Motion passed unanimously.

REVENUE AND EXPENDITURE REPORT:

Troy Cunningham presented the February 2020 Expenditure and Revenue Report. At this point in the fiscal year the target for expenditures and revenues is 67%.

INCREASE IN SPENDING AUTHORITY REQUESTS

Troy asked for guidance as to when Board members want to see new grants. Board members discussed considering whether we have coordination between other agencies and the Behavioral Health Board when pursuing these grants.

Board members directed Nikki to provide monthly updates for the grants being sought by SWDH staff to provide better collaboration and communication between other agencies.

EMERGENCY FUNDING

Troy and Nikki discussed costs associated with the rapidly evolving COVID-19 event. Currently, Troy is working to get answers from Idaho Department of Health and Welfare (IDHW) on use of funds we received for grants or sub-grants. If we are discontinuing grant work due to COVID-19 response efforts then staff time will need to be paid out of a different source. Currently, the only place it can come from is what we have budgeted in district funds for state appropriated and county dollars or from savings.

Troy explained that the actual cost of personnel should stay fairly stable and that the operating budget is what could get out of alignment. Two program cost accounts (PCAs) have been established and staff are coding their time appropriately. Troy expects that once we get to a point where we have some clarity either from IDHW or the federal agencies there will be some more PCAs created to adequately and appropriately code staff time.

Nikki explained that the seven public health districts are planning to go to the board of Examiners to request permission to pay out comp time accrued by staff so that the time is eligible for reimbursement.

Board members directed Nikki to have the authority to make decisions in between Board meetings on spending of reserve funds.

MOTION: Commissioner Purdy made a motion to give authority to Nikki to spend reserve funds as needed to handle the costs of the COVID-19. Commissioner Dale seconded the motion. All in favor. Motion passed unanimously.

CALDWELL BUILDING RE-SIDING PROJECT UPDATE

Doug Doney provided an update on the building re-siding project at the Caldwell facility. Two full sides of the building are completed and the project is ahead of schedule.

COVID-19 UPDATE

Jaime Aanensen, Environmental and Community Health Services Division Administrator, provided an update on the COVID-19 event. The SWDH call center continues to operate 8 a.m. to 5 p.m. weekdays and is taking about 100 calls each day on topics including mass gathering guidance, drive through testing availability, employers wanting employees to provide negative test results before returning to work, and questions regarding meals for children, senior adults, and daycare facilities.

Jaime explained that SWDH is moving into level 1 activation of unified command with all six counties. We have all of our Incident Command positions activated and changes based on need are being considered. Nikki has been handling a lot of communications with the cities and the counties.

Nikki asked for a point of contact in each county of either a Sheriff, Commissioner, Board member, or emergency manager that can serve as the primary point of contact on issues that need to be elevated up to the State, Department of Health and Welfare, or federal partners.

Ricky Bowman, Public Health and Preparedness Program Manager, will be moved into a liaison position to work with Idaho Office of Emergency Management (IOEM), schools, healthcare coalitions, hospitals, and other community partners.

Jaime also discussed the need for personal protective equipment (PPE) as many of our state's healthcare providers and labs are experiencing shortages. A Strategic National Stockpile (SNS) distribution has been received. Inventory and dissemination planning is in process.

CLINIC FEES

Carol Julius presented an update to clinic fees.

MOTION: Commissioner Marvin made a motion to approve the proposed clinic fees as presented. Commissioner Hanigan seconded the motion. All in favor. Motion passes.

SHUTTLE USE DISCUSSION

Nikki asked Board members for guidance for use of the shuttle recently donated by St. Luke's. The shuttle is older, low mileage, and is in good condition. A plan for shuttle use has not been developed. Nikki explained there are some areas we have identified in the community where there are access barriers such as New Meadows.

Board members discussed Western Idaho Community Crisis Center access for outlying counties. Cristina Froude has coordinated with the crisis center to have a vehicle available to take people home. Board members feel a vehicle may be helpful but a large passenger van or shuttle may be cost prohibitive as far as fuel and maintenance costs.

Troy discussed the liability and insurance piece to ensure adequate coverage is available for drivers, staff, and riders.

Board members like the conceptual idea of a mobile clinic with the shuttle. Board members asked Nikki to check into costs to modify the shuttle into a mobile clinic. Nikki will also investigate partnership involvement as well as some grant funds to support it.

DRAFT POLICY FOR PROVIDING FOOD AT MEETINGS

Nikki asked to carry over this topic to a future meeting.

CLIMATE ASSESSMENT

Nikki discussed the SWDH 2019 climate assessment. Some of the areas staff highlighted in the survey as needing improvement are areas already being addressed by leadership. Some of these areas include workforce development and investment in professional growth. Quite a bit of feedback around leadership development for supervisors and the need to continue to train was received. Work life balance and stress was also a recurring topic. Leadership team members are working to address remedies for work related stress. Nikki pointed out that as we are expanding into behavioral health and some of our staff are working with young families in home environments we have increased potential for secondary trauma exposure.

ANNUAL AUDITS

Southwest District Health currently undergoes biannual audits conducted by the Legislative Services Office (LSO). The findings have not been timely and this puts SWDH in a high risk category. The public health district directors have discussed other opportunities to accomplish audit work in a more timely way that better supports our organization. The process to switch from LSO to another auditor will require approval from the Legislative Council. The Legislative Council typically meets in March, June, and September.

Troy reached out to four different auditing agencies throughout our area. He received two cost estimate responses back ranging from \$9,000 to \$10,000 per year. The LSO audits currently cost \$27,000 for two years.

Board members noted that this is accountants' busy season and asked Troy to finish gathering pricing information and present it at the April Board of Health meeting.

WESTERN IDAHO COMMUNITY CRISIS CENTER UPDATE

Cristina Froude, SWDH Project Manager, updated board members on the Western Idaho Community Crisis Center (WICCC). Lifeways has implemented cautionary measures due to COVID-19 for clients at all of their facilities including the crisis center. The WICCC Advisory committee continues to address sustainability. Optum payments are beginning to be received.

Uber Health is a new concept in transportation and Lifeways has taken the lead in looking into what would be required for implementation for that. Uber Health is similar to Uber and Lyft and provides a HIPAA compliant transportation option allowing hospitals and other health care professionals to request, manage, and pay for rides for clientele.

HUMAN TRAFFICKING AND DRUG TRAFFICKING

The presentation by Sheriff Kieran Donahue will be rescheduled.

DIRECTOR'S REPORT

Director's Evaluation

Nikki explained that the time frame for her evaluation is coming up. Board members directed her to follow the same process as last year and allow the direct reports to provide evaluations. Nikki will then complete a self-evaluation and the topic will be added to the April agenda.

Legislative Update

Nikki provided a brief verbal legislative update. Nikki's understanding is Fred Wood's bill that would take money from state appropriation for public health to fund Medicaid will not be introduced this session. Commissioner Dale expects to visit with Seth at Idaho Association of Counties (IAC) tomorrow and will update Board members on any changes.

The state appropriation budget for public health districts did get approved. The funding for the Western Idaho Community Health Collaborative (WICHHC) was funded. Nikki explained there were some complications with the request for \$2 million for all seven districts to support ongoing home visiting. The legislature funded \$1 million to go to Department of Health and Welfare as a direct pass through to the public health districts. The other \$1 million was sent to Medicaid to help implement a state plan amendment to leverage dollars for reimbursement to be in place hopefully by the new fiscal year. Nikki explained that our Parents as Teachers (PAT) program has a waiting list and is waiting to expand until additional funding is received.

There being no further business, the meeting adjourned at 11:39 a.m.



Nikole Zogg
Secretary to the Board



Bryan Elliott
Chairman

Dated: April 28, 2020